

## **U.S. Senator Joe Donnelly – Indiana**

### **NOMINATION TO THE U.S. SERVICE ACADEMIES INFORMATION SHEET**

#### **Basic Service Academy Eligibility Requirements**

To be eligible for consideration for a nomination from Senator Joe Donnelly to a United States Service Academy, you must meet these basic requirements:

- Age – you must be at least 17 years of age, but not past your 23<sup>rd</sup> birthday on July 1<sup>st</sup> of the year you plan to enroll. The age limit for the Merchant Marine Academy is 25.
- Citizenship – you must be a citizen of the United States.
- Residency – you must be legally domiciled in the State of Indiana. Please ensure that you or your parents are permanent residents of Indiana.
- Character – You must be of good moral character.
- Marital Status – You must be unmarried, never have been married, and have no dependents.
- Academics – Academic standards vary for each academy. Please contact the individual academy for their academic requirements.
- Medical – Medical standards vary for each Academy. Please contact the individual academy for their medical standards.

#### **Selection Process**

Applications for service academy nominations will be reviewed by Senator Donnelly's non-partisan Service Academy Nominations Committee, which is comprised primarily of former officers, many of whom are academy graduates. The Committee will interview candidates and based upon their review of all applications and interviews, recommend ten candidates for each academy. Senator Donnelly uses the competitive method of nomination, whereby each candidate who receives a nomination is on an equal playing field, with no ranking or preference. The Academy then evaluates the candidates and offers an appointment to the candidate they determine to be best-suited to their institution. They may offer appointments to multiple nominees from our office.

Please be certain that all contact information provided is accurate and legible. Make sure you check regularly for messages or correspondence from the Senator's office. Most information regarding deadlines, interviews, and requirements will be made via email. You are responsible for checking your email regularly (including junk mail and spam filters) to ensure you are receiving all messages from the office. It is not the responsibility of the office to ensure you have received email communication. Please respond to all contacts within the deadlines specified. If you have questions or concerns, it is best to call the Indianapolis office at (317) 226-5555.

#### **Academy Checklist**

Please make sure that the following required information is received by Senator Donnelly's Indianapolis office no later than 6:00 PM (EST) on Friday, September 25, 2015.

- |  |  |
|--|--|
| <input type="checkbox"/> Application for Nomination                              | <input type="checkbox"/> Personal Essay  |
| <input type="checkbox"/> Official High School Transcript with GPA and Class Rank | <input type="checkbox"/> Current Photo with Name on Back   |
| <input type="checkbox"/> Three (3) Letters of Recommendation                     | <input type="checkbox"/> Original ACT and/or SAT scores<br>(Office Code – ACT: 7128 / SAT: 0208) |

If a third party is sending the information on your behalf, make certain they include your name and have the documents mailed to:

U.S. Senator Joe Donnelly  
Attn: Academy Nominations  
115 N. Pennsylvania Street, Suite 100  
Indianapolis, IN 46204

**Note:** Application materials can be submitted all at one time (preferred) or separately, however every required component must be received by the Senator's Indianapolis office by 6:00 PM (EST) on Friday, September 25, 2015. Due to the volume of applications received, it is the responsibility of the applicant to confirm all materials have been sent and received on time. The Senator's office will attempt to make the applicant aware of missing information, but it is ultimately not responsible for ensuring your materials are received by deadline. Missing information will disqualify applicant from proceeding through the recommendation process. There will be no extensions to the deadline.

## U.S. Senator Joe Donnelly – Indiana

### APPLICATION FOR NOMINATION TO THE U.S. SERVICE ACADEMIES

**APPLICATION DEADLINE: 6:00 PM (EST) – FRIDAY, SEPTEMBER 25, 2015**

If you are interested in a nomination to a U.S. Service Academy for the class of 2019, a resident of the State of Indiana, and a U.S. Citizen, please complete this application. The application and all necessary attachments must be received by the Senator's State Office in Indianapolis no later than 6:00 PM (EST) on Friday, September 25, 2015.

**Send your completed application to:**

**U.S. Senator Joe Donnelly  
Attn: Academy Nominations  
115 N. Pennsylvania Street, Suite 100  
Indianapolis, IN 46204  
Phone: 317-226-5555  
Fax: (855) 772-7518**

**Please type or print clearly in black ink**

Rank your academy choices from 1 through 4 (1 being your first choice, in the order you intend to apply). If you are not interested in applying to an academy, **do not** give it a ranking. While you can receive nominations to more than one Academy, this ranking is important for our purposes, so please give careful consideration to your first choice of an academy.

**Military \_\_\_\_ Navy \_\_\_\_ Air Force \_\_\_\_ Merchant Marines \_\_\_\_**

---

#### **PERSONAL INFORMATION**

FULL NAME

ADDRESS

CITY

STATE

ZIP CODE

HOME PHONE

CELL PHONE

EMAIL\*

SOC. SECURITY NUMBER  
U.S. CITIZEN – Y/N

DATE OF BIRTH

HIGH SCHOOL

GRADUATION DATE

HIGH SCHOOL ADDRESS

PHONE NUMBER

SCHOOL GUIDANCE COUNSELOR

PHONE NUMBER

MOTHER'S NAME

ADDRESS IF DIFFERENT THAN APPLICANT

PHONE NUMBER

FATHER'S NAME

ADDRESS IF DIFFERENT THAN APPLICANT

PHONE NUMBER

\*Please provide an email address you use and check regularly and please monitor all spam filters you use. Very important correspondence regarding the nomination process will be sent by email. Senator Donnelly and his office are not responsible for information that may be missed due to unread email or improperly functioning email systems.

Please list any other elected government officials that will be receiving an application for nomination from you:

Are you employed after school? \_\_\_\_\_ During the summer? \_\_\_\_\_

If so, where? \_\_\_\_\_

Average work hours per week: \_\_\_\_\_

**EXTRACURRICULAR ACTIVITIES – ATTACH ADDITIONAL PAGES IF NECESSARY**

Activity	Years	Positions/Accomplishments	Awards

**ATHLETICS PARTICIPATION – ATTACH ADDITIONAL PAGES IF NECESSARY**

Sport	Years	Varsity Letters	Awards/Leadership

**ACADEMICS**

High School Transcript – You must submit an official copy of your high school transcript.

GPA \_\_\_\_\_ CLASS RANK \_\_\_\_\_ OUT OF \_\_\_\_\_ PERCENTILE \_\_\_\_\_

If your school does not use a GPA system, or if it does not rank its students, please note this above. You must still submit an official transcript showing every course and grade received during high school along with your current class schedule.

Standardized test scores – You must submit a copy of either ACT or SAT scores as proof of score. If you have taken both tests, you may submit one or both scores. It is solely your responsibility to submit test scores.

**PERSONAL MOTIVATION ESSAY**

On a separate page, please answer the following question using a minimum of 150 words and a maximum of 300 words. Please respect the word limit guidelines. Ensure that you have proofread your submission before submitting.

*Why do you want to pursue a career as an officer in the armed services? Briefly relate the story of one success you have achieved that is relevant to and/or illustrative of your interest in a career as an officer.*

**LETTERS OF RECOMMENDATION**

Please ask **only three people** to submit letters of recommendation on your behalf to the Senator's Indianapolis office. Please choose individuals that you believe can best speak to the qualities you possess that are most relevant to a career as an officer in our nation's armed services.

**CURRENT PHOTO**

Please provide a current photograph of yourself. A senior class photo is preferred.

**CONFIRMATION OF UNDERSTANDING**

I have read the information sheet explaining the nomination procedures and am familiar with the requirements. If I have not submitted **all** the necessary documentation required by 6:00 P.M. (EST) Friday, September 25, 2015, I understand fully that I will **not** be considered for a nomination.

\_\_\_\_\_  
APPLICANT SIGNATURE

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PARENT/GUARDIAN

\_\_\_\_\_  
PRINT NAME

\_\_\_\_\_  
DATE